

[illegible]

**PUBLIC VOUCHER FOR PURCHASES AND  
SERVICES OTHER THAN PERSONAL**

D. O. YOU, NO.

Use continuation sheet(s) if necessary

BU. YOU. NO.

Page 1 of 1

U. S. \_\_\_\_\_  
(Department, bureau, or establishment)

**Voucher prepared at** \_\_\_\_\_ (Give place and date)

Payee's Account No. \_\_\_\_\_ Discount Terms \_\_\_\_\_

TO ITEK Corp.  
(Payee)

(Address) Boston, Mass.

PAID BY

Contract No.	IK-4666	Date	Req. No.	Date	Invoice Rec'd.
Shipped from	to		Weight		Govt. B/L No.

No. and Date of Order		Date of Delivery or Service	ARTICLES OR SERVICES (Enter description, item number of contract or Federal supply schedule, and other information deemed necessary)	Quantity	UNIT PRICE		AMOUNT
					Cost	Per	*
			<u>Invoice Numbers</u>				
			11 (Orig. Inv. Att.)				\$19,341.24
			4                      "                      "				26,211.39
					TOTAL		\$45,552.63

**PAYMENT:**

COMPLETE	<input type="checkbox"/>
PARTIAL	<input type="checkbox"/>
FINAL	<input type="checkbox"/>
PROGRESS	<input type="checkbox"/>
ADVANCE	<input type="checkbox"/>

(PAYEE MUST NOT USE THIS SPACE)

## DIFFERENCES

Amount verified; correct  
(Signature or initials)   *l*  

45,552.63

† Approved for \_\_\_\_\_ = \$ \_\_\_\_\_

By \_\_\_\_\_

Title \_\_\_\_\_

Exchange rate \_\_\_\_\_ = \$1.00

THE REVERSE OF THIS FORM MUST BE EXECUTED WHEN PURCHASES ARE MADE

fy that  
ment.

STAT

(Date)

cting Officer)

FORM

ACCOUNTING CLASSIFICATION (Appropriation Symbol must be shown; other classification optional)

Paid by { Check No. \_\_\_\_\_ on Treasurer of the United States  
Check No. \_\_\_\_\_ on \_\_\_\_\_ (Name of Bank)  
Cash, \$ \_\_\_\_\_, on \_\_\_\_\_, 19\_\_\_\_ Payee \_\_\_\_\_

\* When used in foreign countries, insert name of currency of country in which used.

† If the ability to certify and authority to approve are combined in one person, one signature only is necessary; otherwise the approving officer will sign on the line below "Approved for \$ \_\_\_\_\_", and over his official title.

Per \_\_\_\_\_  
Title \_\_\_\_\_

**METHOD OF OR ABSENCE OF ADVERTISING**

## METHOD OF ADVERTISING

1. Advertising in newspapers Yes ☐ No ☐.
2. (a) Advertising by circular letters sent to ..... dealers.  
(b) And by notices posted in public places Yes ☐ No ☐.

(If notices were not posted in addition to advertising by circular letters sent to dealers, explanation of such omission must be made below.)

## ABSENCE OF ADVERTISING

3. Without advertising, under an exigency of the service which existed prior to the order and would not admit of the delay incident to advertising.
4. Without advertising in accordance with \_\_\_\_\_
5. Without advertising, it being impracticable to secure competition because of \_\_\_\_\_

(Here state in detail the nature of the exigency or circumstances under which the securing of competition was impracticable under 3 and 4)

NOTE.—The above form “Method of or Absence of Advertising” is to be used when purchases are made or services secured under proper authority without written agreement in any form. In case of a written agreement (formal contract, proposal, and acceptance, or less formal agreement) Standard Form No. 1036 should be used for abstracting the method of or absence of advertising and award of contract. (See 7 GAO 4500 and 5000.)

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